

SECRET

Security Information

NOV 13 1952

MEMORANDUM FOR: Organization and Methods Service

SUBJECT: Graphics Services Throughout the Departmental
Headquarters of the Agency

1. Reference is made to the attached study, on which you have requested our comments or concurrence.

2. The recommended plan of centralized administration for all Agency Graphics activities appears to have many worth-while points and it is agreed that there should exist a central point of contact for all Graphics people to allow for an exchange of ideas and permit rotation of personnel.

3. Graphics presentation for FI is an operational aid and not primarily a presentation problem. Personnel performing this function must be physically located within FI and ready to meet the priority needs of the Chief, Foreign Intelligence. The servicing of our needs would not be possible if the personnel were under the administrative control of another unit of the Agency, which, as the plan proposes, would establish priorities on an Agency-wide basis and detail personnel on what they determined to be a need basis.

4. Accordingly FI cannot concur in the proposal.

[Redacted Signature]

Acting Chief
Foreign Intelligence

25X1

Attachment

SECRET

Security Information